

# **NORTHUMBERLAND COUNTY COMMISSIONERS**

## **PUBLIC MEETING AGENDA**

**TUESDAY, JUNE 7, 2016**

**1:00 PM**

- 1. CALL TO ORDER.**
- 2. CITIZENS' INPUT – AGENDA ITEMS ONLY**
- 3. A MOTION IS NEEDED TO APPROVE AND DISPENSE WITH THE READING OF THE COMMISSIONERS' PUBLIC MEETING MINUTES OF TUESDAY, MAY 3, 2016.**
- 4. A MOTION IS NEEDED TO PAY ALL COUNTY AND LIQUID FUELS PAYROLLS AS SUBMITTED BY THE HUMAN RESOURCE OFFICE FOR PAYROLL NO. 9 IN THE AMOUNT OF \$631,572.44, PAYROLL NO. 10 IN THE AMOUNT OF \$647,799.74 AND PAYROLL NO. 11 IN THE AMOUNT OF \$630,922.89.**
- 5. A MOTION IS NEEDED TO PAY ALL COUNTY AND LIQUID FUELS BILLS AS SUBMITTED BY THE COUNTY CONTROLLER IN THE AMOUNT OF \$5,126,128.05 FROM APRIL 30, 2016 TO JUNE 3, 2016.**
- 6. ANNOUNCEMENTS:**
  - A. A Work Session will be held on Tuesday, June 21, 2016 beginning at 10:00 A.M. in the Commissioners' Conference Room.*
  - B. The next regular Public Meeting will be held on Tuesday, July 5, 2016 at 1:00 P.M. in the Public Meeting Room at the Administration Center, 399 Stadium Drive, Sunbury.*
  - C. The Courthouse, Administration Center and related County facilities will be closed on Tuesday, June 14, 2016 in observance of the Flag Day Holiday and Monday, July 4, 2016 in observance of Independence Day.*

*D. Commissioner Best will be holding an In-Office Workshop on June 20<sup>th</sup> from 10:00 A.M. to 3:00 P.M.*

*E. Pennsylvania Farmers Market Nutrition Program Vouchers will be available for Northumberland County Senior Citizens, who are eligible, starting June 1, 2016 at all the Senior Action Centers.*

*F. A Public Hearing and Project Development Workshop for FFY 2016 Community Development Block Grant Program will be held on Thursday, June 23<sup>rd</sup> at 6:30 P.M. in the Administration Center's Public Meeting Room.*

*G. The following Northumberland County Public Safety Staff employees have received their certification in basic training requirements through the Pennsylvania Emergency Management Agency:*

*A. Brian Pufnak*

*B. Lori Smoogen*

*C. Jason Zimmerman*

**7. A MOTION IS NEEDED FOR THE COMMISSIONERS TO SIGN THE STATE TAX EQUALIZATION VOUCHER FORM FOR TRANSFERS OF REAL ESTATE FOR THE MONTH OF APRIL AND MAY 2016, AS SUBMITTED BY THE ASSESSMENT OFFICE.**

**8. A MOTION IS NEEDED TO APPROVE THE EMPLOYEE'S STATUS SHEET LIST OF NEW HIRES, INDIVIDUALS NO LONGER EMPLOYED, PROMOTIONS DEMOTIONS AND TRANSFERS, AS ITEMS NUMBER 1 THROUGH 8.**

**9. A MOTION IS NEEDED AUTHORIZING THE LEASING OF A COPYSTAR CS3010i MFP COPIER FOR JUVENILE COURT, FROM C.S.P. OFFICE EQUIPMENT, AT A COST OF \$75.90 PER MONTH FOR 60 MONTHS.**

**10. A MOTION IS NEEDED TO ACCEPT THE RESIGNATION OF VINNY CLAUSI FROM THE NORTHUMBERLAND COUNTY AUTHORITY BOARD, EFFECTIVE JUNE 1, 2016.**

**11. A MOTION IS NEEDED AUTHORIZING PERMISSION TO ADVERTISE FOR THE FOLLOWING:**

*A. Public Notice that Area Agency on Aging will be holding a Public Hearing on their 2016-2020 Four Year Plan on Monday, June 20, 2016 at 2:00 P.M. at the Area Agency on Aging Complex, 322 North Second Street, Sunbury, PA.*

- 12. A MOTION IS NEEDED TO RESCIND RESOLUTION R#40-16, CLEANING CONTRACT FOR DISTRICT JUSTICE MIKE DIEHL'S OFFICE, WHICH WAS ADOPTED AT THE PUBLIC MEETING OF MAY 3, 2016.**
  
- 13. A MOTION IS NEEDED TO AUTHORIZE THE LEASING OF A KYOCERA M3550idn COPIER FOR DISTRICT JUSTICE DIEHL, FROM C.S.P. OFFICE EQUIPMENT, AT A COST OF \$40.13 PER MONTH FOR 60 MONTHS.**
  
- 14. A MOTION IS NEEDED AUTHORIZING THE PURCHASE OF A COPYSTAR CS4551ci COLOR COPIER FOR THE BH/IDS BASE SERVICE UNITS FROM C.S.P. OFFICE EQUIPMENT, AT A COST OF \$9,395.**
  
- 15. A MOTION IS NEEDED TO AUTHORIZE PERMISSION FOR JANET SHIPE TO DRAFT A DEED TRANSFERRING OWNERSHIP OF PROGRESS ROAD FROM THE COUNTY TO RALPHO TOWNSHIP. (*Ratification*)**
  
- 16. A MOTION IS NEEDED AUTHORIZING THE RECORDING OF A DEED TRANSFERRING PROGRESS ROAD FROM THE COUNTY TO RALPHO TOWNSHIP. (*Ratification*)**
  
- 17. A MOTION IS NEEDED TO ACCEPT THE PROPOSAL FROM NRG CONTROLS NORTH, INC. OF SELINGROVE TO INSTALL AN ACCESS CONTROL SYSTEM FOR THE NORTHUMBERLAND COUNTY ADMINISTRATION CENTER, 399 STADIUM DRIVE, SUNBURY AT A COST OF \$8,400.**
  
- 18. A MOTION IS NEEDED TO EXTEND RESOLUTION R#141-15, PURCHASE OF SERVICE AGREEMENT WITH ENGINEER CHUCK HOPTA, JR., TO DECEMBER 31, 2016, AS PREVIOUSLY ADOPTED AT THE PUBLIC MEETING OF DECEMBER 1, 2015.**
  
- 19. A MOTION IS NEEDED TO RATIFY THE SIGNING OF A LETTER BY THE COMMISSIONERS, ANNOUNCING THE OPENING OF THE FFY 2016 COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM, AS REQUESTED BY THE PLANNING DEPARTMENT.**

20. **A MOTION IS NEEDED TO APPROVE THE NORTHUMBERLAND COUNTY TAX CLAIM BUREAU'S LIST OF NEW PROPERTIES IN THE REPOSITORY FOR UNSOLD PROPERTIES, AND TO APPROVE THE SALE OF SAID PROPERTIES, FOR THE HIGHEST AMOUNT OFFERED, AS REQUESTED BY TAX CLAIMS' DIRECTOR, JANEL BARWICK.**
  
21. **A MOTION IS NEEDED TO APPOINT BRIAN HABERMEHL TO THE BH/IDS ADVISORY BOARD FOR A THREE YEAR TERM, EFFECTIVE JULY 1, 2016 TO JUNE 30, 2019.**
  
22. **A MOTION IS NEEDED TO PURCHASE A 2016 FORD FUSION AT A QUOTE OF \$19,967.00 AND A 2016 FORD TRANSIT CONNECT AT A QUOTE OF \$26,297.00 FROM SUNBURY MOTORS, THROUGH THE COSTARS PROGRAM, AS REQUESTED BY CHILDREN AND YOUTH.**
  
23. **A MOTION IS NEEDED TO APPROVE A RENEWAL QUOTE FROM SWIFTREACH FOR A SOFTWARE LICENSE AGREEMENT IN THE AMOUNT OF \$13,746.00, WHICH WILL BE REFUNDED THROUGH A GRANT, AS SUBMITTED BY PUBLIC SAFETY.**
  
24. **A MOTION IS NEEDED TO APPROVE THE FOLLOWING REPORTS:**
  - A. *Coal Royalty Report: Three operators reported collections of \$6,640.31 for the month of April, 2016.*
  
  - B. *Tax Claims reported a total of \$491,012.28 was collected in taxes for the period of May 2, 2016 through June 5, 2016.*
  
  - C. *Monthly Fiscal Status Reports for April, 2016, as submitted by the Weatherization Department:*
    1. *The Department of Energy (DOE) Report.*
    2. *The Low Income Home Energy Assistance Program (LIHEAP) Crisis Report.*
    3. *The Low Income Home Energy Assistance Program (LIHEAP) Standard Report.*
  
25. **A MOTION IS NEEDED TO APPROVE THE FOLLOWING HONORARY LETTERS:**
  1. **Birthday Celebration:**
    - A. *Helen Hollenbach, Trevorton – 105<sup>th</sup> Birthday*

**2. Wedding Anniversaries:**

- A. Mr. and Mrs. Bob Neitz, Milton – 68<sup>th</sup> Wedding Anniversary*
- B. Mr. and Mrs. Robert Wendt, Sunbury – 70<sup>th</sup> Wedding Anniversary*
- C. Mr. and Mrs. Jim Watts, Northumberland – 74<sup>th</sup> Wedding Anniversary*

**26. A MOTION IS NEEDED AUTHORIZING TRAVEL REQUESTS AND ATTENDANCE AT THE FOLLOWING WORKSHOPS/SEMINARS AS IN ACCORDANCE WITH THE COUNTY’S PERSONNEL MANUAL TRAVEL REIMBURSEMENT POLICY:**

**A. Area Agency on Aging:**

- (2) June 8-9 P4A/PDA Quarterly Mtg., State College
- (1) June 14-16 LDI Module 6 Training, Harrisburg
- (3) June 22-23 SAMS Knowledge Session, Gettysburg

**B. Children and Youth:**

- (2) June 15-16 PCYA June Quarterly Mtg., Lancaster

**C. Elections:**

- (2) August 15-18 Election Officials Conf., State College

**D. Probation: (Ratify)**

- (4) June 5-9 Narcotics Training Conf., Atlantic City
- (1) July 27-29 Sexual Abuse Prevention, State College
- (3) October 4-5 Dangers of Technology, Mechanicsburg
- (1) October 12-13 YLS Master Trainer, State College

**E. Veteran’s Affairs:**

- (2) Sept. 14-16 2016 Annual Training Conf., Mechanicsburg

**27. SOLICITOR’S REPORT:**

- A. MOTION TO ADOPT *Resolution #50-16 (Agreement between the Northumberland County Commissioners, on behalf of District Justice Mike Diehl, and Robert Ryder for the purpose of cleaning the District Justice Offices, located in Milton).***
  
- B. MOTION TO ADOPT *Resolution R#51-16 (Lease Agreement between the Northumberland County Commissioners and Brush Valley Regional Chamber of Commerce, for office space in (Room 203) at the Northumberland County Career and Arts Center, located at 2 East Arch Street, Shamokin).***

- C. MOTION TO ADOPT *Resolution R#52-16 (Lease Agreement between the Northumberland County Commissioners and Gannon Associates, for office space in (Room 202) at the Northumberland County Career and Arts Center, located at 2 East Arch Street, Shamokin).***
- D. MOTION TO ADOPT *Resolution R#53-16 (Lease Agreement between the Northumberland County Commissioners and Central Susquehanna Intermediate Unit (CSIU), for office space in (Rooms 210 B, 210 C and 305) at the Northumberland County Career and Arts Center, located at 2 East Arch Street, Shamokin).***
- E. MOTION TO ADOPT *Resolution R#54-16 (Program Management Agreement between the County of Northumberland for the renewal of The Emergency Food Assistance Program (TEFAP), on behalf of the Pennsylvania Department of Agriculture).***
- F. MOTION TO ADOPT *Resolution R#55-16 (Partnership Agreement between the Northumberland County Industrial Development Authority and Rural Business Innovation, for utilization of the funds from the IDA's loan account to establish a loan fund in partnership with RBI, on behalf of the Northumberland County Commissioners).***
- G. MOTION TO ADOPT *Resolution R#56-16 (Resolution between the County of Northumberland and City of Shamokin, for the waiving of the County's portion of the outstanding property taxes on Parcel No. 009-01-001-024, located in Shamokin, as well as any and all damages pertaining to the city's eminent domain action).***
- H. MOTION TO ADOPT *Resolution R#57-16 (Agreement between the Northumberland County Commissioners, on behalf of the Planning Department and the North Central Highway Safety Network, Inc. for execution and distribution of two Penn DOT grants (District 3-0 Community Traffic Safety Project and North Central Regional Sobriety Checkpoint Project).***
- I. MOTION TO ADOPT *Resolution R#58-16 (Resolution naming Donald E. Alexander, as the Project Director and authorizing him to submit grant applications and funding for the District 3-0 Community Traffic Safety Project and the North Central Regional Sobriety Checkpoint Project).***

- J. MOTION TO ADOPT Resolution R#59-16 (Resolution appointing Kathy Jeremiah, as the Environmental Review Certifying Officer for the County's Community Development Block Grant Program, HOME Program Emergency Shelter Grant Program and other U.S. Department of Housing and Urban Development funded grant programs).**
- K. MOTION TO ADOPT Resolution R#60-16 (Re-adoption of the Fair Housing Resolution to ensure compliance with the Federal Fair Housing Law and the Pennsylvania Human Relations Act, as submitted by the Planning Department).**
- L. MOTION TO ADOPT Resolution R#61-16 (Renewal of Service Contract between the Northumberland County Commissioners and Direct Energy Business for natural gas service for County facilities). (Ratification)**
- M. MOTION TO ADOPT Resolution R#62-16 (Project Agreement between the County of Northumberland and Lightspeed Technologies for upgrading of Cisco firewalls, as submitted by the Department of Information Services). (Ratification)**
- N. MOTION TO ADOPT Resolution R#63-16 (Professional Services Agreement between the Northumberland County Commissioners, on behalf of the Tax Claims Bureau and Andrea L. Pensyl and Ursula Q. Kessler for assistance with title searches for the upcoming Judicial Sale). (Ratification)**
- O. MOTION TO ADOPT Resolution R#64-16 (Grant Agreement between the Northumberland County Commissioners, on behalf of the Planning Department and the Commonwealth of Pennsylvania, Department of Community and Economic Development for Contract #C000063295 in the amount of \$611,240.00, with a contract activity period from May 19, 2016 to May 18, 2021).**
- P. MOTION TO ADOPT Resolution R#65-16 (Contribution Agreement between Northumberland County Commissioners, on behalf of Pennsylvania Department of Transportation, and Commonwealth of Pennsylvania, to design bridge replacements for County Bridge #78 and County Bridge #100).**

**Q. MOTION TO ADOPT Resolution R#66-16 (Commissioners – Budget Amendment as listed):**

| <u>No.:</u> | <u>Dept.:</u>  | <u>Debit:</u> | <u>Credit:</u> | <u>Balance:</u> | <u>Effect on Budget:</u> |
|-------------|----------------|---------------|----------------|-----------------|--------------------------|
| 033-16      | Prothonotary   | \$47,211      | -\$47,211      | 0               | +\$47,211                |
| 027-16      | Public Safety  | \$19,066      | -\$19,066      | 0               | +\$14,365                |
| 019-16      | Weatherization | \$100,326     | -\$100,326     | 0               | -\$98,948                |

**R. MOTION TO ADOPT Resolution R#67-16 (Agreements, Amendments, Revisions, Grants, Leases and Reports between the Northumberland County Commissioners, on behalf of Human, Senior and Social Services and the named service providers as listed):**

1. *Purchase of Service Agreement between Northumberland County Children and Youth Services and Kidspace National Centers, Inc.*
2. *Purchase of Service Agreement between Northumberland County Children and Youth Services and Edith Adams.*
3. *Purchase of Service Agreement between Northumberland County Children and Youth Services and Carl Romanski.*
4. *Purchase of Service Agreement between Northumberland County Children and Youth Services and James L. Best, Esquire.*
5. *Contract for the Provision of Computer Support between Northumberland County Children and Youth Services and Avanco International, Inc. (Child Accounting and Profile System).*
6. *Contract for the Provision of Computer Support between Northumberland County Children and Youth Services and Avanco International, Inc. (Consulting Agreement).*
7. *Purchase of Service Agreement between Northumberland County Children and Youth Services and Yamil J. Emedan.*
8. *Purchase of Service Agreement between Northumberland County Children and Youth Services and Family Care for Children and Youth Inc.*
9. *Purchase of Service Agreement between Northumberland County Children and Youth Services and NHS Pennsylvania.*

- 10. Purchase of Service Agreement between Northumberland County Children and Youth Services and Geisinger Clinic for the Child Advocacy Center of the Central Susquehanna Valley.*
- 11. Purchase of Service Agreement between Northumberland County Children and Youth Services and Families United Network, Inc.*
- 12. Ratify: Northumberland County Children and Youth Services Certification Statement (1/1/16-3/31/16).*
- 13. Contract for Professional Services between Northumberland County Behavioral Health and Intellectual/Developmental Services and Janice Stump-Jones, Licensed Therapist.*
- 14. Letter of Agreement between Northumberland County Behavioral Health and Intellectual/Developmental Services and the Celebration of Special Athletes.*
- 15. Contract Agreement between Northumberland County Behavioral Health and Intellectual/Developmental Services and Keystone Community Resources, Inc.*
- 16. Contract Amendment between Northumberland County Behavioral Health and Intellectual/Developmental Services and Central Susquehanna Opportunities, Inc.*
- 17. Contract Amendment between Northumberland County Behavioral Health and Intellectual/Developmental Services and Suncom Industries, Inc. (Vocational Services, Non-waiver).*
- 18. Contract Amendment between Northumberland County Behavioral Health and Intellectual/Developmental Services and Parent to Parent Connections, Inc.*
- 19. Seventh Amendment to the Psychiatric Services Agreement between Northumberland County Behavioral Health and Intellectual/Developmental Services and Geisinger Community Health Services.*
- 20. Ratify: Contract Agreement between Northumberland County Behavioral Health and Intellectual/Developmental Services and Telos Taxi, Inc. (Shamokin Yellow Cab).*

*The above Agreement, Amendments, Revisions, Grants, Leases and Reports are not with County employees, nor does the organizational contract list county employees as principals in their Corporation or on their Board of Directors.*

**28. OLD BUSINESS.**

**29. NEW BUSINESS.**

**\*\*\* PUBLIC INPUT \*\*\***

**30. MOTION TO ADJOURN.**